



## PRACTICE TIMES

May 12<sup>th</sup> through July 22<sup>nd</sup>

### Evening practice

4:30p – 5:30p 11 & up  
 5:35p – 5:55p mini-clinic  
 6:00p – 6:30p 6 & unders  
 6:30p - 7:15p 7—10's

June 11<sup>th</sup> through July 22<sup>nd</sup>

### Morning Practice

8:00a –8:30a 6 & unders  
 8:30a—9:10a 7-10's  
 9:10a—10:00a 11 & up

**There will no practices on Memorial Day, Monday May 26<sup>th</sup> or Independence Day, Friday July 4<sup>th</sup>.**

Beginning June 17, there will be **NO** practice Tuesday evening or Wednesday mornings. The coaching staff requests that you pick either morning or afternoon practice times. There is no need to come to more than one practice per day, but swimmers are welcome to attend both sessions.

## 2008 Meet Schedule

June 12	HOME	<b>Thursday</b> 6pm Inter-Squad Meet
June 17	HOME	Oxford Hunt
June 24	AWAY	Medfield
June 28	AWAY	<b>Saturday</b> (optional) Cary City Meet
July 1	HOME	Weatherstone
July 8	AWAY	The Reserve
July 15	AWAY	Glenridge
July 22	HOME	Crooked Creek

## From the Swim Committee & our Coaches

Welcome to the Park Village Swim Team! We look forward to sharing our summer with you. Our coaching staff hopes to make this a fun and exciting summer for all of our swimmers. Their goal is to create a positive environment for our swimmers to improve their swimming ability while enjoying themselves. They hope this will lead to a feeling of personal and team accomplishment. The coaches and our swim committee are all extremely enthusiastic about this year's swim season.

### Our Coaching Staff:

#### Head Coach: Whitney Beachum

e-mail: [WPBeachum@gmail.com](mailto:WPBeachum@gmail.com)  
 phone: 608-2938

This year the Park Village Porpoises are pleased to welcome Whitney Beachum as our new Head Coach. Whitney will be entering her last semester at Gardner-Webb University this fall where she is studying to be an elementary school teacher. At Gardner-Webb she has been an integral part of their swim team specializing in the Butterfly and 200 IM events. In fact, Whitney is the university's current record holder in the 200 fly! Along with swimming collegiately she is also an experienced coach. During the school year she was the Head Coach for Crest High School in Shelby, NC. Last summer she worked as the Head Coach at Carpenter Village leading the Hammerheads through their inaugural season. In 2006 she was an Assistant Coach for Prestonwood Country Club. In addition to coaching Whitney will be available to give lessons this summer our pool.



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#### Assistant Coach: Thomas Adams

e-mail: [dude35193@msn.com](mailto:dude35193@msn.com)  
 phone: 475-4739

Former Park Village swimmer Thomas Adams returns for a second season as a member of the Porpoise coaching staff. We are happy to have him back to share his experience and knowledge of the sport with our swimmers. In addition to his coaching duties, Thomas will be working as the Head Lifeguard at our pool. He will be available to give swim lessons as well. Thomas is a 2007 Green Hope High School graduate. At Green Hope he was a member of the Falcon swim team where he lettered in swimming as well as many other sports! He is currently a student at Wake Tech studying to be a civil engineer.

#### Assistant Coach: Kristyn Repke

e-mail: [kristyn\\_repke@earthlink.net](mailto:kristyn_repke@earthlink.net)  
 phone: 303-5937

Kristyn Repke returns to our club for a second season as an Assistant Coach. She is currently a junior at Cardinal Gibbons High School where she is a member of the Crusaders swim team. During the past three years of high school Kristyn has qualified for All-Conference and placed in the Top 8 in all events at High School States. Her freshman year she was named Rookie of the Year. This year she was awarded the Most Valuable Player award for the Crusaders and she was undefeated during the regular season swim meets! Kristyn also swims year round for RSA and specializes in the Freestyle and Butterfly events. She will also be available to give swim lessons at our pool this summer.

This Handbook is provided by:

#### Terri Aves

*Your Neighbor, Friend, Park Village Specialist ~  
 Active Park Village Resident 1995!  
 Go Park Village Porpoises!*

# Swimmer Qualifications

The Park Village swim team is open to all neighborhood children ages 5-18. The age group you swim with is determined by your age on June 1<sup>st</sup>. Additionally, residents must be in good standing with the PV HOA to participate.

It is highly recommended that your child has completed formal swimming lessons before joining the swim team. Children that are comfortable being in the water as a result of lessons will be safer and more likely to succeed in a group environment. Swim team participation should not be considered a substitute of formal swim lessons.

## Entrance and Safety Guidelines

**Swimmers must meet these minimum requirements by the end of the second week of practice in order to remain on the team.**

- ☞ Ages 6 & unders must be able to swim 15 yards unassisted.
- ☞ Ages 7-10 must be able to swim 25 yards.
- ☞ Ages 11-18- Must be able to swim 50 yards.

The coaching staff will be evaluating new swimmers during the first two weeks of practice to determine

swim team readiness. Their decision will be based on observations of the swimmer at practice during the two week trial period. It is the coaches' discretion to decide if a child meets the requirements listed above. If at the end of the two weeks they determine that a child is not ready for swim team the parents will receive a refund less \$25. If you have questions or concerns about your child's status, talk with the coaches at an appropriate time outside of practice.



## Registration

Registration meetings will be held on April 20<sup>th</sup> and May 4<sup>th</sup> at the Clubhouse. Fees are \$85 for each of the first two swimmers, \$75 for the third, and \$65 for the fourth and subsequent swimmers from the same family. The registration fee covers coaching salaries, TSA dues, concession supplies, swim team equipment, printing expenses, and awards/trophies. If you register after May 4<sup>th</sup> the fee increases by \$10 for each swimmer.

**The following must be completed and/or turned in at Registration before the swimmer's application will be accepted:**

- ☞ A completed registration form for each swimmer joining the team
- ☞ A check (or exact change) to cover swim team fees
- ☞ Signing up for a volunteer position at a **minimum of 3** regular season meets or paying the \$250 opt out fee.

Checks should be made payable to **Park Village Swim Team.**

We will also have a variety of committees needing volunteers. The different committees include planning team social outings, helping with Tuesday "before the meet" activities, and helping plan special snacks after practice on Wednesdays. We will also need parents willing to shop for concessions and help with the End of the Year Banquet. While it is not a requirement, we strongly encourage you to become involved with a committee. Our goal is to make swim team a very desirable club activity and fun for swimmers of all ages. We want to encourage our swimmers to get to know the others in their age group as well as others on the team!

Refunds less \$25 are available for first time swimmers if the coaching staff determines that they have not met the safety guidelines listed above by the end of the second week of practice. Refunds less \$25 are also available for first time swimmers who choose not to continue with the team at the end of the two week trial period. No refunds will be issued after the first two weeks of practice.

## Meet Absences

This year we are implementing a new procedure to help the coaches keep track of who will or will not be swimming in a meet. Located in the **Coaches' Notebook** each week will be a swim team roster with the next scheduled meet listed at the top. By the end of the Thursday afternoon practice a parent or the swimmer must sign "yes" or "no" beside their name indicating whether they will be attending this meet. **Swimmers who do not register to swim by the Thursday deadline will not be put in the line-up for that meet.** Additionally, if you will be late or need to leave the meet early please write this down **in advance** in the Coaches' Notebook so they can adjust the line-up accordingly.

If you sign the weekly roster indicating that you will be attending the swim meet but later find out you will not be able to come you must let Coach Whitney know as soon as possible.

The coaches will be filling out the line-ups over the weekend. Once line-ups are determined numerous forms must be completed, copied, and distributed to Meet Officials for both teams. As such, it is very time consuming to make last minute changes to all of the necessary forms. If a child is a no show, arrives late, or leaves a meet early without informing the coaching staff, it can affect not only the individual events that that swimmer was placed in but also can put relays, which other children are part of, in jeopardy.

**Coach Whitney** can be reached until 4:00 on swim meet days at **608-2038**. After 4:00 please contact Jodie Bandholz at 619-4931 or Liz Owens at 971-4701 if you need to reach someone at the swim meet.

**If you fail to show up without informing one of the coaches, you will NOT be entered in any main events or relays at the next meet.**

## Weather Policy

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Rain alone is not grounds for delaying or rescheduling a swim meet. Please show up at the meet at the proper time even if it seems that weather may in some way impact the event. If at all possible, a meet will be run on the scheduled night for these reasons:

- ⚡ Inconvenience to the host club and staff to reschedule the following night.
- ⚡ Difficulty getting swimmers and workers back due to conflict with other activities.
- ⚡ The presence of lightning and/or thunder results in a 30 minutes delay from the last occurrence. Decisions made by the two TSA representatives concerning delays or rescheduling depends on the following:
  - ◆ When, during the meet, the storms occur
  - ◆ Current weather information available for the remainder of the evening

## Practice Attendance

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Practices are important as they help swimmers improve their stroke techniques and times. They also promote teamwork and help to foster friendships within the community. **Swimmers must practice with their own age group.** With prior approval from the Head Coach a swimmer may practice with the older swimmers, however, a swimmer will not be permitted to practice with a younger group. Therefore, 6 & unders must practice with the 6 & unders, 7-10's must practice with the 7-10's group and 11 & ups must attend practice with their designated age group.



## Individual and Team Pictures

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Team and individual pictures will be **Saturday, June 7<sup>th</sup> at 8:45am.** A Rain date **Saturday June 14<sup>th</sup> has also been scheduled.** Watch your email and check out the swim team file box for more information and details on prices.

## Inter-Squad Meet & Time Trials

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This year we will once again hold a practice swim meet. This meet is scheduled for **Thursday, June 12<sup>th</sup> at 6:00** at the pool. It is being held to accomplish the following things:

- ⚡ To give 1<sup>st</sup> time swimmers exposure to the meet format
- ⚡ To provide parent volunteers a chance to become comfortable with their responsibilities
- ⚡ To record times for each swimmer which will then be used by the coaches to determine the line-up for the first regular season meet

**The Mock Meet is considered a real meet for our purposes which means swimmers must sign the Mock Meet page in the Coaches' Notebook indicating whether or not they plan to attend.** The deadline for this is Thursday, June 5<sup>th</sup>.

Every family that has a swimmer participating in the Mock Meet will be assigned a volunteer position and a shift to work that night. The Volunteer Coordinator will e-mail this information to you prior to the day of the meet.

If your swimmer cannot attend it is your responsibility to make arrangements with the coaches to get times for your child.



## Communications

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**Parent-Coach Communications:** Coaches are on deck during practice for the swimmers. This is not the appropriate time to be addressing concerns. If you do have a swim team concern, please contact the coaches by email or telephone. You may choose to set a mutually convenient time to meet face-to-face. There is very little time available in between practices to discuss in depth issues. If you are not able to fully resolve an issue, please contact a swim team committee member.

**Swim Committee-Parents:** E-mail will be our primary source of communication so please check it daily for any team news. Also, check the Coaches' Notebook often to register for or sign out for the upcoming meet, to see times from the previous meet, or to register for a weekly mini-clinic. Lastly, check your family's folder in the Family File Box to pick up ribbons or paperwork that needs your attention.

**Committee Chairpersons**—Committee Members: Committee leaders will be responsible for letting their committee members know how they plan to communicate with the group.

# Meet Education

- A. Swimmers may participate in individual main events for their own age group only, unless a coach determines a child may “swim-up” with a higher age group to complete a relay. A swimmer’s age is determined by his/her age on June 1<sup>st</sup> of the current TSA swim season. Swimmers do not change age groups during the TSA swim season. The age groups, distances, and strokes for individual main events are as follows:
1. 6 & unders, 15 yards, freestyle, backstroke, breast stroke
  2. 7 & 8, 1 length of the pool, free style, backstroke, breast stroke, butterfly
  3. 9 & 10, 1 length of the pool, free style, backstroke, breast stroke, butterfly
  4. 11 & 12 , 2 lengths of the pool, free style, backstroke, breast stroke, butterfly
  5. 13 & 14 , 2 lengths of the pool, free style, backstroke, breast stroke, butterfly
  6. 15 to 18 , 2 lengths of the pool, free style, backstroke, breast stroke, butterfly  
*Boys and girls swim in separate events.*
- B. Rope finish lines shall be established for 6 and unders events. All other age groups will swim from wall to wall, regardless of pool length. For 6 and unders only, each lane will have a “kid catcher”, an older swimmer who will be in the water to encourage and assist the child in exiting the pool.
- C. Swimmers in the 6 and unders age group may swim in up to 2 individual main events. Swimmers in all other age groups may swim in up to 3 individual main events. Main events earn points for the team. All swimmers not swimming in main events will swim in a “heat event”.
- D. There shall be a medley relay event and a free style relay main event separately for boys and girls in each age group, except 6 and unders. Participation in relay is not included in the number of individual main events a swimmer may enter. A swimmer may participate in one medley relay event and one free style relay main event. Each swimmer in a relay will swim the same distance as swimmers in the individual main events for the age group. Remember that it may be necessary to have a child “swim up” to complete a relay in an older age group. This is a decision that the coaches will make if it becomes necessary. The swimmer who has been moved up for a relay will then have to swim the distance required for the older age group.
- E. Events shall be swum, alternating between boys and girls and starting with the youngest boys’ age group swimming in the event, in the following order:
1. Medley Relay
  2. Free Style
  3. Backstroke
  4. Breast Stroke
  5. Butterfly
  6. Free Style Relay
- F. Meets will start promptly at 6pm on Tuesday evenings. The inclement weather date will be the Wednesday immediate following, starting at 6pm, unless an alternate day can be mutually agreed upon the two TSA representatives.

# Meet Scoring

As TSA participants the Porpoises will swim in six dual meets (the Inter-Squad meet is not an official TSA meet) during the season, 3 are divisional and 3 are non-divisional meets. Half of the six meets will be held at Park Village, and half of the meets will be held at our competitor’s pool.

Ribbons for 1<sup>st</sup> through 6<sup>th</sup> place are awarded to main event swimmers. They will be placed in the child’s folder located in the Family

File Box and can be picked up the next day at practice. On the evening of the swim meet heat winner ribbons are given to the first place swimmers for every heat. “Participation” ribbons are given to all swimmers for every heat event the participant is in during the swim meet. Our team philosophy is to encourage our swimmers to have fun and make individual improvements; we do not emphasize ribbons and scoring.

# Main Event Swimmers

The swimmers in the main events will be chosen at the coaches’ discretion. Their decision will be based mostly on the swimmer’s times and stroke legality. However, practice attendance, performance, and attitude at meets and practices are also taken into consideration.

	Free & Medley Relays	Individual Strokes
1 <sup>st</sup> place	5 points	5 points
2 <sup>nd</sup> place	0 points	3 points
3 <sup>rd</sup> place	0 points	1 point
Any tie finishes – split the points		
<b>Scoring is done for main events only</b>		

# Rules for Practices and Meets

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It is important that our swimmers are aware that the pool rules apply to all swimmers at all times. Pool rules are in effect to maintain safety. Only swim team members participating in practice will be allowed inside the pool area before the pool opens at 10:00am. Swim meets and practices are not a babysitting service; if your child is not 11 years old or older pool rules require that a parent or guardian be present. The coaches will be working with your child during practice but are not responsible for their care before or after practice. **No swimming of any kind, either in the baby pool or main pool, is permitted prior to the official opening time of 10:00am.** NOTE: before the official open-

ing of the pool, no life guard is on duty; therefore it is a matter of safety and liability. If you have any questions concerning basic pool safety rules, please contact a lifeguard or the pool manager.

- ⚡ All swimmers must be on time for their scheduled practice and meet warm-ups.
- ⚡ Disruptive conduct of any kind (including profanity, unsportsmanlike conduct, refusing to participate, lack of cooperation, etc.) will result in dismissal from practice or a swim meet. If necessary one of the coaches will contact the parents by phone or e-mail to discuss the incident that occurred. When making the initial contact

with the parents the coach may also request a meeting at the pool to further discuss the matter.

The coaches base their "swimmer entries" on overall team strategy. If you end up swimming an event that you normally don't swim, there is a viable reason for the coaching staff's decision.

During any actual swim meet, swimmers are responsible for staying in their designated age group area at all times. If a swimmer needs to leave this area for any reason, they must inform the "Kid Pusher" before doing so. Failure to comply with the rules may result in missing your event.

## Cary City Meet (Cary Invitational - Scottish Hills Recreation Club)

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The Cary City Meet is an annual gathering of approximately 20-plus Cary/Apex area swim teams at one pool. This year it is scheduled for June 28th at the Scottish Hill Swim Club. It is open to any registered swimmer who wants to participate.

- ⚡ Swimmers in the 7 and ups age groups may swim up to 3 individual events and 2 relays; race distances will be the same as they typically swim during a dual meet (for example 7-8's swim 25 yards, while 11 and ups swim 50 yards).
- ⚡ Swimmers in the 6 and unders age group may only sign up to swim the

freestyle and backstroke events. Additionally, the length of these races will be **25 yards** and not the **15 yards** they swim during the regular season meets.

Each event a swimmer participates in will cost \$3 per swimmer. The swim team will cover the cost for relay teams.

The day is split into halves, 10 and unders typically swim in the morning while 11 and ups swim in the afternoon. Entry forms will be distributed as soon as more information becomes available from Scottish Hill. Watch your email, the swim team file box and the web site for this information.

Keep in mind that relays will be chosen by the coaching staff. The composition and order of relays are subject to change by the coaching staff during the course of the meet as situations may necessitate doing so. Any special circumstances, which call for partial participation in the Cary City Meet, should be discussed with the coaching staff well in advance of the event.

Please consider signing up. The Cary City Meet is another opportunity to get best times and engage in friendly competition with a wide-range of swimmers. If you have a swimmer participating in the Cary City Meet you will be expected to volunteer to help with some aspect of the Meet.

## Dual Meets

**Please arrive 30 minutes prior to warm up time**

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Dual meets are a lot of fun, but can be confusing to a new swimmer. Here are some things that might be helpful to a new swimmer.

### Warm-ups are as follows:

- 5:00 pm for home meets
- 5:30 pm for away meets

Please be on time as dual meets begin promptly at 6:00pm, and it is essential that each swimmer properly warm up. When you get to the pool, the first thing you want to do is look for the "number volunteer" by the pool entrance. He/she will put a number, in marker, on your arms. After that, see one of the coaches to let them know you are there and report to your age group area.

The coaches will let you know when you can enter the pool and when the warm-ups will begin.

Parents need to be sure to bring lawn chairs to sit on. Pool chairs go fast at home and away meets. Other items to bring include: towels, goggles, caps, t-shirts, drinks, snacks, games, cards and/or other small items to keep your swimmer occupied in between their events. Most pools have concessions stands in case you don't have time to pack dinner. It is usually between 9:30p and 10:00p before all events have been swum and the meet is officially over.



# Volunteer Policy

## Be a Better Swimmer

### Ways to measure improvement

- ✓ Best times
- ✓ Stroke has become legal
- ✓ Finish strong
- ✓ Swimmer tried something new that the coach suggested
- ✓ Dive improvement
- ✓ Swimmer gave 100% effort

### Ways to be a Team Swimmer

- ✓ Put the team's need first (remember there is no I in TEAM)
- ✓ Swim how and when your coaches ask you to
- ✓ Offer support to a younger or newer swimmer
- ✓ Accept compliments graciously
- ✓ Show team spirit throughout meets
- ✓ Be a gracious winner
- ✓ Keep cheering positive
- ✓ Acknowledge your teammate's improvements
- ✓ Support and include every swimmer on your team

The Park Village swim team is a parent-run volunteer organization. As such, **each participant's family is required to volunteer at a minimum of three regular season meets.** You must sign up for these volunteer positions at the time of registration in order for your child's application to be complete. Having enough volunteers is vital for a swim meet to run smoothly and efficiently so if you cannot fulfill the three volunteer requirements please do not sign your child up for the team. The only other option is to pay a \$250 opt out fee. If you decide to pay the \$250 rather than work at the meets we will then hire someone to cover your 3 spots.

In the event that you cannot be at a meet for which you signed up to work, **you** are responsible for finding a suitable replacement. Once

you find a replacement you will need to contact the Volunteer Coordinator, Jodie Bandholz, to let her know about the change. At that time she will help you get rescheduled to volunteer at another meet.

If you simply fail to show up when you are scheduled to work at a meet and you do not find a replacement, then your swimmer(s) will not be eligible to swim in any main events or relays at the next meet.

**If you are working at a meet, you must stay until all of your job responsibilities have been completed. Then, before leaving, you must see the Volunteer Coordinator to return materials and get checked out.**

## Mini-Clinics

Each week, beginning the third week of practice, the coaches will be offering a series of mini-clinics to give swimmers additional practice in specific skills. These clinics will coincide with what is being worked on at practice and will normally be offered 4 days each week.

During the third and fourth weeks of practice, however, they will be held on M-T-W-T-F from 5:35-5:55 and after school is out they will take place on M-W-Th-F from 5:35-5:55.

The first two days of each week the clinics will be for the 6 & unders while the next 2 days are reserved for the 7-10 age group. During the third and fourth weeks the 11 & ups will have clinics scheduled on those two Fridays from 5:35-5:55.

At the conclusion of the fourth

week the Head Coach will determine if additional clinics are needed for the 11 & up age group. It is likely that after this time the specific needs of their group can be addressed during their regularly scheduled practice time.

Clinics are limited to 10 participants each day and your child must be registered ahead of time to attend. You will find the sign-up sheets in the Coaches' Notebook.

Since the coaching staff will be trying to work with as many different swimmers as possible you may only register for 1 clinic per week. If you still feel your child needs extra help after attending the clinic you may want to talk with a coach about scheduling a private lesson for an additional fee.

## Swim Lessons

Whitney, Thomas, and Kristyn will be available to give swim lessons at the pool this summer. You can talk with them outside of practice to schedule a lesson or contact them using the following information:

Whitney Beachum  
e-mail: [WPBeachum@gmail.com](mailto:WPBeachum@gmail.com)  
phone: 608-2938

Thomas Adams  
e-mail: [dude35193@msn.com](mailto:dude35193@msn.com)  
phone: 475-4739

Kristyn Repke  
e-mail: [Kristyn\\_Repke@earthlink.net](mailto:Kristyn_Repke@earthlink.net)  
phone: 303-5937

# Swim Meet Volunteer Positions

**TSA Rep:** Represents the Park Village swim team on the TSA Board of Directors. Attends monthly meetings with Reps from other teams to make decisions about the upcoming swim season. Resolves disputes and answers questions that come up during a meet. Sets up a meeting with volunteers before the start of the meet to introduce the Meet Officials. Signs the score sheet with the opposing team's TSA Rep at the conclusion of each meet. Reports meet results to the TSA via their website after Home Meets.

**Volunteer Coordinator:** Organizes and ensures all Meet Volunteer positions are filled prior to the meet each week. E-mails or posts reminders for the Meet Volunteer positions prior to the meet. Prepares materials for volunteers and collects them when the meet is over. Responsible for checking in and checking out volunteers that are working at the meet.

**Announcer:** Communicates information to swimmers, officials and observers over a public address system. Calls swimmers to the Clerk of Course for each event. Announces scores. Welcomes the visiting team to our pool and announces the names of the Meet Officials. Helps get meet started with the playing of the National Anthem.

**Number Writers/6&unders kid pushers:** Arrive at the meet 40 minutes prior to Park Village warm-ups. Man a volunteer table that will be set up before swimmers enter the pool area at both Home and Away meets. Oversee swimmers checking in. Record swimmers' numbers on their arms. Direct swimmers to their designated area to prepare for warm-ups. Next, report to the 6&unders gathering area. Supervise and line up swimmers when their event is first called by the Announcer and escort them to the Clerk of Course. Help Clerk of Course get the swimmers to their lane assignments. This position requires two volunteers.

**Kid Pushers:** One for boys, one for girls in the 7-8, 9-10, and 11-12 age groups. Help supervise swimmers in their designated gathering area. Line up swimmers when their event is first called by the Announcer and escort them to the Clerk of Course. Stay with them until they are placed in their lanes for the event.

**Clerk of Course:** One for girls, one for boys. Gets swimmers to proper starting blocks for their events. Hands off Event Sheets to the Runner, who delivers the sheets to the Recorder. Responsible for double checking that the correct children, as indicated by the Event Slips, are in the proper lanes.

**Starter:** Must attend a preseason clinic. Furnished by the Home team. Has complete control of swimmers delivered to the starting blocks by the Clerk of Course. Remains stationary, poolside, at the starting end of the pool. Prior to the main event ensures that judges and timers are ready. Announces the sex, distance, and stroke being swum. Directs swimmers to "Take your mark," and then operates the starting device to begin the race. Also responsible for calling false starts.

**Place Judges:** Six judges are needed for each meet- three from each team. Responsible for determining first through sixth place at the conclusion of a Main Event race. Handle any disputes regarding a swimmer's placement. First place judge also records the time for the event winner and gives that information to the Recorder.

**Recorder:** Records the placement of the swimmers and the winning time in the Main Event as specified by the Place Judges. Hands the results to the Runner who takes the information to the Scorer's Table.

**Runners:** One Runner takes the Event Slips from the Clerk of Course to the Recorder. The other Runner carries the Event Slips from the Recorder to the Scorer's Table. If any disqualification slips are written by the Stroke and Turn Judges the Runners must pick them up as well and take them directly to the Scorer's Table. This is a very mobile position.

**Stroke and Turn Judge:** Must attend a preseason clinic. Each team provides one judge. Judges determine whether proper strokes, turns, and finishes are executed correctly by the Main Event swimmers. If a swimmer commits an infraction the Judge will immediately raise his/her hand. A yellow disqualification sheet detailing the event, lane, and reason for the disqualification will then be filled out. A Runner will pick up the sheet from the Stroke and Turn Judge and take it directly to the Scorer's table.

**Timers:** 2 timers per lane. Each group of timers is responsible for recording the swimmer's time in their lane. During heats it may be necessary to move over to a different lane and time if there is a Park Village swimmer in that lane.

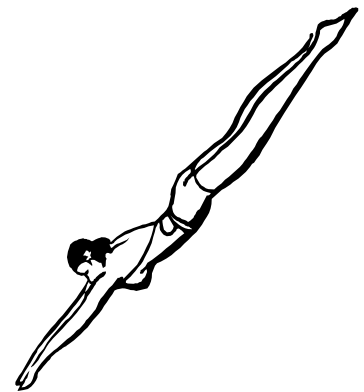
**Heat Ribbon Distributors:** Hand out heat winner and participant ribbons to swimmers who are not swimming in the Main Events. We will need two people for this job.

**Ribbon Writers/Filer:** Three people total. Two individuals take the place information from the Scorer and record it onto the ribbons. The "Filer" then places the ribbons in each child's folder.

**Set up/Clean up:** Prior to the meet this group is responsible for setting up the tents, chairs, table outside the fence for swimmer check-in, ribbon writing and scorer's tables, spectator seating, Clerk of Course area, Coaches' chairs, concession stand tables and coolers, announcer system, starting system, lane ropes, 6 and unders rope, and the neighborhood sign informing the community that the pool will be closing early.

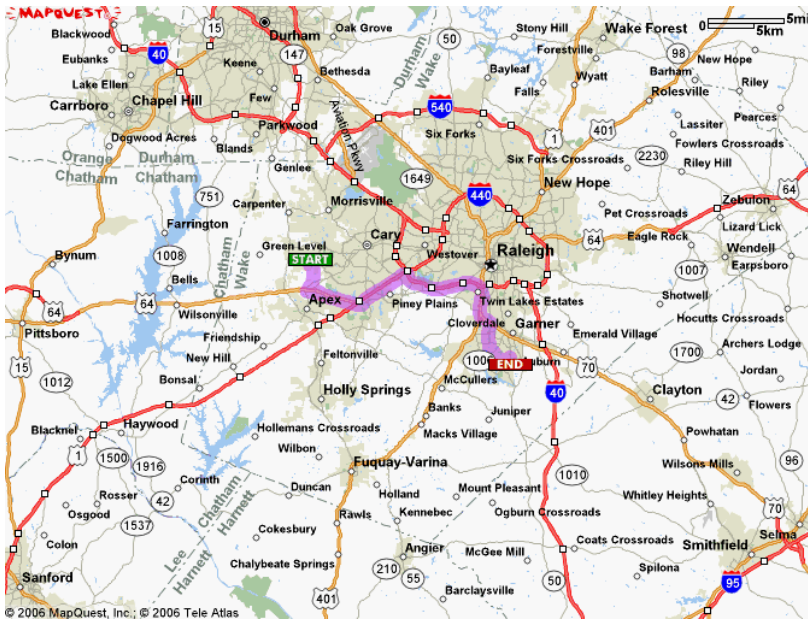
At the end of the meet all of these items will need to be put back in their proper place and any trash left around will need to be picked up.

**Concessions:** Workers monitor concession table during home swim meets. Concession sales are a fundraiser for the team.



## Directions to Medfield — 1401 Baker Road, Raleigh

Tuesday June 24, 2008



### Directions:

1. Start out going EAST on PARK VILLAGE DR toward HALLS MILL DR. (0.10 miles)
2. Turn LEFT onto DAVIS DR. (1.28 miles)
3. Turn RIGHT onto HIGH HOUSE RD. (2.30 miles)
4. Turn LEFT onto NW MAYNARD RD. (3.67 miles)
5. Turn LEFT onto CHAPEL HILL RD/NC-54. (0.75 miles)
6. Turn LEFT onto TRINITY RD. (0.42 miles)
7. Turn LEFT onto KING LAWRENCE RD. (0.50 miles)
8. Turn LEFT onto BAKER RD. (0.10 miles)
9. End at 1401 Baker Rd Raleigh, NC 27607-4938 US

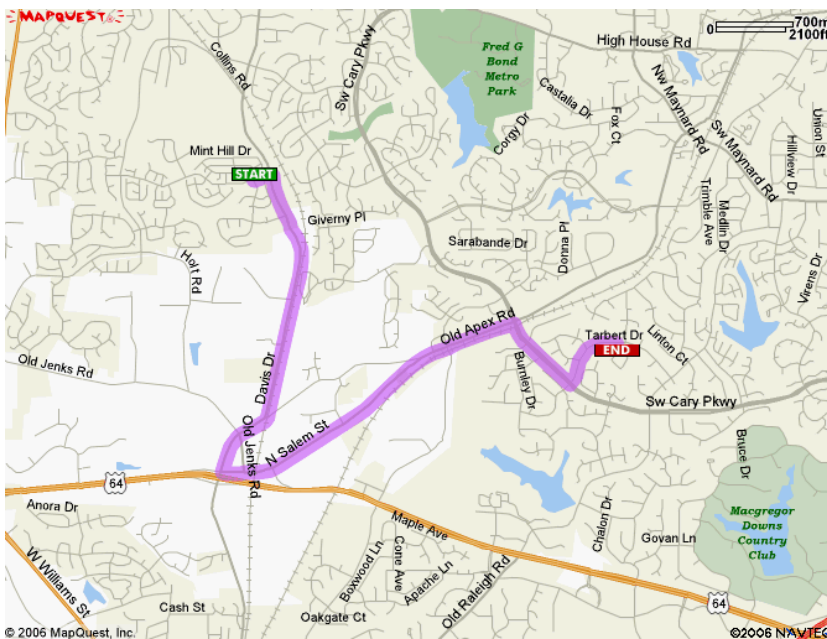
Total Estimated Time: 16 minutes

Total Distance: 9.12 miles

## Directions to Cary City Meet—Scottish Hills (OPTIONAL)

1423 Tarbert Drive, Cary

Saturday, June 28, 2007



### Directions to Scottish Hills

1. Start out going EAST on PARK VILLAGE DR toward HALLS MILL DR. (0.10 miles)
2. Turn RIGHT onto DAVIS DR. (1.79 miles)
3. Turn LEFT onto N SALEM ST. (1.32 miles)
4. N SALEM ST becomes OLD APEX RD. (0.55 miles)
5. Turn RIGHT onto SW CARY PKWY. (0.47 miles)
6. Turn LEFT onto TARBERT DR. (0.39 miles)
7. End at 1423 Tarbert Dr Cary, NC 27511-5030 US

Total Estimated Time: 8 minutes

Total Distance: 4.63 miles

**Directions to The Reserve —**  
Tuesday July 8, 2008

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**Directions and maps to follow**

**Directions to Glenridge –**  
Tuesday July 15, 2007

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**Directions and maps to follow**

